



NOTICE AND AGENDA
DECEMBER 15, 2015 MEETING OF THE
CITY COUNCIL OF MILFORD CITY, UTAH
PUBLIC NOTICE is hereby given that the Milford City Council will hold
a meeting on December 15, 2015 at the Milford City
Administrative Office, 405 South Main at 7:00 P.M.

1. **MAYOR'S WELCOME & CALL TO ORDER:** Roll Call & Pledge of Allegiance
2. **RECOGNITION OF VISITOR'S RELATING TO CITY BUSINESS**
 - a. None
3. **CONSENT ISSUES**
 - a. Bills and Payroll
 - b. Financial Reports – November 2015
 - c. Minutes of November 17, 2015 Council Meeting
4. **NEW BUSINESS**
 - a. None
5. **OLD BUSINESS**
 - a. Discuss Reimbursement for 4 North 400 West
6. **ORDINANCE AND RESOLUTIONS**
 - a. Resolution 17-2015 "Designation of Enterprise Zones"
7. **COMMENTS**
 - a. **Staff Member Reports and Comments**
 - i. Leo Kanell, City Attorney
 - ii. Makayla Bealer, City Administrator/Treasurer
 - iii. Monica Seifers, City Recorder
 - iv. Lisa Thompson, Administrative Assistant
 - v. Ben Stewart, City Foreman
 - b. **Council Member Reports and Comments**
 - i. Council Member Aaron Cox: Streets, Public Safety & Law Enforcement, Beautification
 - ii. Council Member Karrie Davis: Planning and Zoning Commission, Library
 - iii. Council Member Wayne Hardy: Airport, Water, Beautification
 - iv. Council Member Troy Netto: Golf Course, Parks & Recreation, Swimming Pool
 - v. Council Member Russell Smith: Cemetery, Buildings and Equipment, Sewer
 - vi. Mayor Nolan Davis: Waste Management Board, Economic Development, Five County Steering Commission
8. **ADJOURNMENT**

Notice: The City Council may adjourn to Executive Session pursuant to the provisions of §52-4-204 and §52-4-205, Utah Code Annotated (1953), as amended.

CERTIFICATE OF DELIVERY & POSTING

The undersigned, duly appointed and acting City Recorder does hereby certify that the above notice and agenda was posted in three public places within the Milford City Limits on this 10th day of December, 2015. These public places being 1) Milford City Office; 2) U.S. Post Office; and 3) Milford Public Library. The foregoing Notice and Agenda was also delivered to each member of the governing body and posted at www.milfordut.com and utah.gov.pmn.

MONICA D. SEIFERS
MILFORD CITY RECORDER

In compliance with the Americans with Disabilities Act, the City of Milford will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Request for assistance can be made by contacting the City Recorder at 435.387.2711 at least 24 hours in advance of the meeting to be held.

CITY OF MILFORD
COMBINED CASH INVESTMENT
NOVEMBER 30, 2015

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHECKING - COMBINED	80,322.67
01-11310	PETTY CASH	200.00
01-11400	RETURNED CHECKS - CLEARING	346.96
01-11610	CASH-STATE TREASURER-COMBINED	664,353.88
01-11700	CASH - A/R CLEARING	(436.86)
TOTAL COMBINED CASH		744,786.65
01-11815	ST TREAS-DESIGNATED-SEWER	(63,079.75)
01-11816	ST TREAS-DESIGNATED-GEN FUND	(14,287.77)
01-11817	ST TREAS-DESIGNATED-LIBRARY	(8,844.10)
01-11819	ST TREAS- RECREATION COMPLEX	(18,073.83)
01-11825	ST TREAS-RESTRICTED-BOND 5030	(39,390.00)
01-11835	ST TREAS-RESTRICTED-BOND 808	(66,000.00)
01-11840	ST TREAS-RESTRICTED-MAIN 5030	(39,000.00)
01-11845	ST TREAS-RESTRICTED-MAIN 808	(65,000.00)
01-11860	ST TREAS-RESTRICTED-BOND 3SO24	(95,065.92)
01-11865	ST TREAS-RESTRICTED-MAIN S3024	(90,044.14)
01-11880	STATE TREAS-RESTRICTED-LIBRARY	(26,688.00)
01-11900	TOTAL ALLOCATION TO OTHER FUND	(219,313.14)

TOTAL UNALLOCATED CASH	.00
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CASH ALLOCATION RECONCILIATION

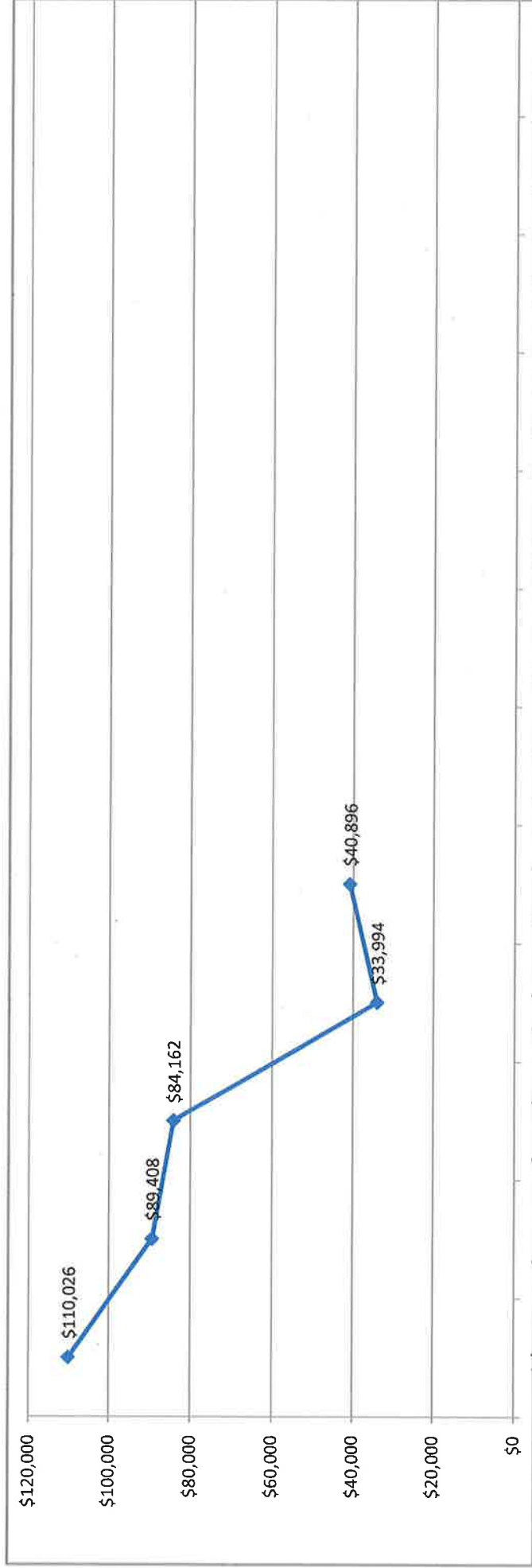
10	ALLOCATION TO GENERAL FUND	(32,002.66)
30	ALLOCATION TO DEBT SERVICE FUND	(22,518.00)
51	ALLOCATION TO WATER FUND	194,458.96
52	ALLOCATION TO SEWER FUND	83,405.10
54	ALLOCATION TO MUNICIPAL BUILDING AUTHORITY	(4,170.00)
TOTAL ALLOCATIONS TO OTHER FUNDS		219,173.40
ALLOCATION FROM COMBINED CASH FUND - 01-11900		(219,313.14)
ZERO PROOF IF ALLOCATIONS BALANCE		(139.74)

Department		Totals												Totals			
		JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Totals			
Designated Water 111810	W	\$0.00													\$0.00		
Designated Sewer 111815	W	\$36.43	\$38.37	\$40.09	\$41.53	\$43.02									\$0.00		
Designated General Fund 111816	W	\$189.30	\$206.80	\$205.89	\$244.78	\$245.12									\$63,079.75		
Designated Library	D	\$5.43	\$5.73	\$3,783.32	\$140.24	\$756.94									\$14,287.77		
Designated City Recreation 111818	W	\$3,068.12		\$1,381.00	\$586.00	\$1,982.46									\$5,001.82		
Designated Recreation Complex	D	\$20.81	\$21.93	\$23.94	\$3,017.86	\$23.93									\$35,084.53		
Designated Restricted Cash - Water	W	\$10.43	\$10.99	\$11.49	\$11.90	\$12.33									\$18,073.83		
Designated Bond 5030 111825	W														\$39,390.00		
Designated Bond 808 111835	W														\$66,000.00		
Designated Restricted Cash - Water	W														\$38,880.00		
Designated Main 5030 111840	D														\$65,000.00		
Designated Restricted Cash - Sewer	W														\$38,880.00		
Designated Main 808 111845	D														\$65,000.00		
Designated Bond 256 111850	W														\$0.00		
Designated Restricted Cash - Water	W														\$0.00		
Designated Bond 35024 111860	D	\$4,400.00		\$4,400.00	\$8,800.00	\$4,400.00									\$95,065.92		
Designated Restricted Cash - Water	W														\$90,044.14		
Designated Main 35024 - 111865	D														\$0.00		
Designated Restricted Cash - Sewer	W														\$0.00		
Designated Bond 941 111870	D														\$0.00		
Designated Restricted Cash-Library	W														\$0.00		
Designated Bond	D	\$834.00		\$834.00	\$1,668.00	\$834.00									\$26,688.00		
Designated Restricted Cash	W														\$23,488.54		
Designated Impact Fees - Water	D	\$5,001.23	\$13.51	\$14.93	\$1,291.82	\$16.02									\$7,591.71		
Designated Restricted Cash	W														\$10,046.89		
Designated Impact Fees - Sewer	D	\$3,354.83	\$4.10	\$4.82	\$859.49	\$5.18									\$216.61		
Designated Restricted Cash	W	\$2,166.33	\$5.77	\$6.39	\$559.47	\$6.85									\$4,486.15		
Designated Impact Fees - Gen Fund	D														\$1,666.38		
Designated Cemetery	D	\$0.13	\$0.13	\$0.14	\$0.14	\$0.15									\$10,056.48		
Designated Streets	W	\$2.59	\$2.73	\$2.85	\$2.95	\$3.06									\$2,656.39		
Designated Mayer Trust Fund	W	\$0.96	\$1.01	\$1.06	\$1.10	\$1.14									\$47,492.48		
Designated Designated	W	\$300.00				\$1,157.35									\$796.28		
Designated Perpetual Care	D	\$6.33	\$6.67	\$6.97	\$127.30	\$126.86									\$56,659.55		
Designated Dangerous Buildings	W														\$10,056.48		
Designated 4th of July Revenue	D	\$1.53	\$1.61	\$1.68	\$1.75	\$1.79									\$2,656.39		
Designated Christmas Light Project	W	\$6,347.75		\$11,634.79											\$47,492.48		
Designated Sheriff's Contract	D					\$250.00									\$796.28		
Designated Digitization of Newspapers	W														\$56,659.55		
Designated Miscellaneous & Interest	W					\$15,740.00									\$56,659.55		
Months Totals	D																

Historical Fund Balance
City of Milford
Unaudited
2015-2016

June	July	August	September	October	November	December	January	February	March	April	May	June
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\$121,507	\$110,026	\$89,408	\$84,162	\$33,994	\$40,896							
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Retained Earnings

Low = 5% of General Fund Revenue

High = 18% of General Fund Budget

Current Month Retained Earnings

Actual Revenue YTD

\$755,105.93

Budget Revenue 2015-2016

\$1,655,419.71

Retained Earnings

\$37,755.30

\$297,975.55

\$40,896.05

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

GENERAL FUND

ASSETS

10-11900	CASH - COMBINED FUND	(32,002.66)	
10-12100	ST TREAS-DESIGNATED-GEN FUND		15,798.22	
10-12110	ST TREAS-DESIGNATED-LIBRARY		8,844.10	
10-12140	ST TREAS-RECREATION COMPLEX		16,589.66	
10-12150	ST. TREAS-RESTRICTED-LIBRARY		113.46	
10-13110	ACCOUNTS RECEIVABLE		8,069.57	
10-13113	AR/CREDIT CARD, AIRPORT	(2,158.40)	
10-13114	ACCOUNTS RECEIVABLE-MISC.		3,084.31	
10-13115	PROPERTY TAX RECEIVABLE		134,754.00	
10-15110	INVENTORY-AIRPORT FUEL		26,199.06	
	TOTAL ASSETS			179,291.32

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE		7,141.48	
10-22220	FEDERAL WITHHOLDING PAYABLE	(43.15)	
10-22240	EMPLOYMENT SECURITY	(319.13)	
10-22250	WORKER COMPENSATION PAYABLE	(2,589.33)	
10-22300	RETIREMENT PAYABLE	(.02)	
10-22310	DISABILITY PAYABLE	(62.18)	
10-22500	HEALTH INSURANCE PAYABLE	(445.80)	
10-22600	401 K PAYABLE		2.82	
10-22700	MISC. PAYROLL DEDUCTIONS	(43.42)	
	TOTAL LIABILITIES			3,641.27

FUND EQUITY

10-26100	DEFERRED INFLOW-PROPERTY TAXES		134,754.00	
	UNAPPROPRIATED FUND BALANCE:			
10-29800	FUND BALANCE-UNRESERVED		42,276.07	
	REVENUE OVER EXPENDITURES - YTD	(1,380.02)	
	BALANCE - CURRENT DATE		40,896.05	
	TOTAL FUND EQUITY			175,650.05
	TOTAL LIABILITIES AND EQUITY			179,291.32

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100 PROPERTY TAXES-CURRENT	9,980.36	14,424.04	134,754.00	120,329.96	10.7
10-31-200 PROPERTY TAXES-DELINQUENT	1.92	864.71	10,000.00	9,135.29	8.7
10-31-300 SALES AND USE TAX	35,242.35	128,085.16	295,000.00	166,914.84	43.4
10-31-400 CABLEVISION FRANCHISE TAX	.00	286.42	1,000.00	713.58	28.6
10-31-402 PACIFICORP FRANCHISE TAX	12,904.31	71,861.77	140,000.00	68,138.23	51.3
10-31-403 QUESTAR FRANCHISE TAX	1,867.92	6,948.51	35,000.00	28,051.49	19.9
10-31-405 SO. CENTRAL FRANCHISE TAX	77.08	77.08	.00	77.08	.0
10-31-408 TELECOMMUNICATIONS TAX REVENUE	2,081.63	8,575.86	30,000.00	21,424.14	28.6
10-31-700 FEE-IN-LIEU OF PERSONAL PROP.	1,943.04	7,338.54	25,000.00	17,661.46	29.4
TOTAL TAXES	64,098.61	238,462.09	670,754.00	432,291.91	35.6
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE AND PERMITS	150.00	675.00	5,500.00	4,825.00	12.3
10-32-210 BUILDING PERMITS	1,389.77	3,425.84	4,000.00	574.16	85.7
10-32-220 IMPACT FEES - GENERAL FUND	.00	552.85	1,085.00	532.15	51.0
10-32-230 OTHER DEVELOPMENT REVENUE	.00	50.00	1,000.00	950.00	5.0
TOTAL LICENSES AND PERMITS	1,539.77	4,703.69	11,585.00	6,881.31	40.6
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-550 COUNTY ALLOTTMENT - LIBRARY	.00	.00	40,000.00	40,000.00	.0
10-33-560 CLASS "C" ROAD FUNDS	13,461.97	36,307.45	72,000.00	35,692.55	50.4
10-33-700 AIRPORT GRANT REVENUE	.00	318,092.66	467,842.71	149,750.05	68.0
10-33-701 LIBRARY GRANT REVENUE	.00	.00	6,438.00	6,438.00	.0
10-33-702 LIBRARY SMALL GRANT REVENUE	.00	.00	5,000.00	5,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	13,461.97	354,400.11	591,280.71	236,880.60	59.9

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
10-34-600 CITY RECREATION-MENS SOFTBALL	.00	.00	1,000.00	1,000.00	.0
10-34-601 CITY RECREATION-COED SOFTBALL	.00	1,195.00	1,400.00	205.00	85.4
10-34-603 CITY RECREATION-SUMMER YOUTH	.00	.00	3,000.00	3,000.00	.0
10-34-605 CITY RECREATION - FLAG FOOTBAL	.00	725.00	850.00	125.00	85.3
10-34-606 CITY RECREATION- FULL FOOTBALL	69.25	2,569.25	3,500.00	930.75	73.4
10-34-607 CITY RECREATION-BABE RUTH	.00	294.00	2,000.00	1,706.00	14.7
10-34-608 CITY RECREATION - VOLLEYBALL	.00	1,130.00	750.00	(380.00)	150.7
10-34-609 CITY RECREATION - WRESTLING	385.00	385.00	6,000.00	5,615.00	6.4
10-34-610 CITY RECREATION-BOY BASKETBALL	1,715.00	1,715.00	2,000.00	285.00	85.8
10-34-630 CITY RECREATION - CAL RIPKEN	.00	581.00	5,500.00	4,919.00	10.6
10-34-640 CITY RECREATION-GIRL BASKETBAL	.00	.00	1,500.00	1,500.00	.0
10-34-720 GOLF FEES	.00	.00	3,000.00	3,000.00	.0
10-34-730 SWIM FEES	.00	3,812.00	10,000.00	6,188.00	38.1
10-34-732 SWIM POOL - COUNTY M&O	.00	.00	93,000.00	93,000.00	.0
10-34-760 JULY 4TH REVENUE	.00	12,516.76	18,000.00	5,483.24	69.5
10-34-770 CHRISTMAS LIGHT PROJECT	850.00	1,100.00	2,500.00	1,400.00	44.0
10-34-810 SALE OF CEMETERY LOTS	400.00	1,000.00	3,000.00	2,000.00	33.3
10-34-820 PERPETUAL CARE	120.00	360.00	1,000.00	640.00	36.0
10-34-830 CEMETERY OPENING AND CLOSING	200.00	500.00	2,500.00	2,000.00	20.0
10-34-840 COLLECTION COSTS - GARBAGE	6,994.55	35,146.62	85,000.00	49,853.38	41.4
10-34-900 AIRPORT COUNTY DONATION	.00	.00	1,000.00	1,000.00	.0
10-34-910 AIRPORT FUEL SALES	5,601.80	36,186.18	100,000.00	63,813.82	36.2
10-34-920 HANGER AND TIE DOWN	660.00	2,900.00	3,000.00	100.00	96.7
TOTAL CHARGES FOR SERVICES	16,995.60	102,115.81	349,500.00	247,384.19	29.2
<u>MISCELLANEOUS REVENUE</u>					
10-36-300 BUILDING RENTALS AND LEASES	5,150.00	27,839.91	.00	(27,839.91)	.0
TOTAL MISCELLANEOUS REVENUE	5,150.00	27,839.91	.00	(27,839.91)	.0
<u>INTEREST/OTHER</u>					
10-38-100 INTEREST EARNINGS/GENERAL FUND	326.51	1,479.47	1,000.00	(479.47)	148.0
10-38-400 LIBRARY FINES AND FEES	111.97	504.15	7,200.00	6,695.85	7.0
10-38-500 SUMMER READING DONATIONS	.00	375.00	600.00	225.00	62.5
10-38-900 MISCELLANEOUS REVENUE	(2,330.63)	25,225.70	23,500.00	(1,725.70)	107.3
TOTAL INTEREST/OTHER	(1,892.15)	27,584.32	32,300.00	4,715.68	85.4
TOTAL FUND REVENUE	99,353.80	755,105.93	1,655,419.71	900,313.78	45.6

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>					
10-41-110 SALARIES - MAYOR AND COUNCIL	2,000.00	10,000.00	24,000.00	14,000.00	41.7
10-41-130 BENEFITS - MAYOR AND COUNCIL	229.20	1,146.00	3,000.00	1,854.00	38.2
TOTAL LEGISLATIVE	2,229.20	11,146.00	27,000.00	15,854.00	41.3
<u>ADMINISTRATIVE</u>					
10-43-110 SALARIES & WAGES - ADMIN/TREAS	3,610.13	18,384.53	42,686.02	24,301.49	43.1
10-43-111 SALARIES & WAGES - ADMIN ASST	1,572.35	7,285.37	15,912.00	8,626.63	45.8
10-43-113 SALARIES & WAGES - RECORDER	.00	1,440.80	.00	1,440.80	.0
10-43-130 BENEFITS - ADMINISTRATOR/TREAS	2,844.72	14,465.10	35,131.34	20,666.24	41.2
10-43-131 BENEFITS - ADMIN ASST	144.02	667.31	1,600.00	932.69	41.7
10-43-134 BENEFITS - JANITORAL	.00	2,223.74	.00	2,223.74	.0
10-43-210 DUES, SUBSCRIPTIONS & DONATION	154.00	573.61	1,500.00	926.39	38.2
10-43-215 DOT DRUG PROGRAM	.00	.00	350.00	350.00	.0
10-43-220 NOTICES AND PUBLICATIONS	61.42	617.64	1,500.00	882.36	41.2
10-43-230 TRAVEL AND CONFERENCES	253.00	2,214.00	6,000.00	3,786.00	36.9
10-43-240 OFFICE SUPPLIES AND EXPENSE	2,455.67	7,163.34	13,000.00	5,836.66	55.1
10-43-241 PROGRAMING AND EQUIPMENT	1,842.59	14,249.06	20,000.00	5,750.94	71.3
10-43-243 TREE BOARD EXPENSE	.00	239.92	1,000.00	760.08	24.0
10-43-244 ECONOMIC DEVELOPMENT	.00	.00	10,000.00	10,000.00	.0
10-43-270 UTILITIES - OFFICE	477.11	1,308.83	9,500.00	8,191.17	13.8
10-43-272 UTILITIES - TELEVISION	.00	115.98	330.00	214.02	35.2
10-43-280 TELEPHONE - OFFICE	309.44	1,521.47	5,000.00	3,478.53	30.4
10-43-290 LEASE PAYMENT 405 SOUTH MAIN	900.00	4,500.00	12,000.00	7,500.00	37.5
10-43-510 INSURANCE AND BONDS	4,204.00	39,502.08	41,000.00	1,497.92	96.4
10-43-610 MISCELLANEOUS - GENERAL FUND	15,767.18	16,364.36	6,000.00	10,364.36	272.7
TOTAL ADMINISTRATIVE	34,595.63	132,837.14	222,509.36	89,672.22	59.7
<u>NON-DEPARTMENTAL</u>					
10-50-310 AUDIT SERVICES	5,162.50	11,062.50	11,500.00	437.50	96.2
10-50-320 ATTORNEY RETAINER	500.00	2,000.00	6,000.00	4,000.00	33.3
10-50-321 LEGAL FEES	112.50	1,068.75	2,000.00	931.25	53.4
10-50-340 FIRE CONTROL CONTRIBUTION	.00	.00	1,800.00	1,800.00	.0
10-50-350 BUILDING INSPECTIONS	.00	2,254.27	8,000.00	5,745.73	28.2
10-50-360 SMALL CLAIMS FEES	.00	.00	150.00	150.00	.0
10-50-380 SHERIFF'S CONTRACT	11,331.91	.00	192,642.47	192,642.47	.0
10-50-390 ANIMAL CONTROL CONTRIBUTION	.00	.00	11,050.00	11,050.00	.0
TOTAL NON-DEPARTMENTAL	17,106.91	16,385.52	233,142.47	216,756.95	7.0

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL BUILDINGS</u>					
10-51-270 UTILITIES - SENIOR CITIZEN CEN	357.00	1,612.27	4,500.00	2,887.73	35.8
10-51-480 REPAIRS AND MAIN - BUILDINGS	5.41	346.54	25,000.00	24,653.46	1.4
10-51-481 BUILDINGS - SENIOR CITIZEN CEN	93.78	102.06	1,200.00	1,097.94	8.5
TOTAL GENERAL GOVERNMENTAL BUILDINGS	456.19	2,060.87	30,700.00	28,639.13	6.7
<u>STREETS DEPARTMENT</u>					
10-61-110 SALARIES & WAGES-CROSSING GDS	1,234.38	3,886.38	10,600.00	6,713.62	36.7
10-61-130 BENEFITS - CROSSING GUARDS	141.50	445.40	1,200.00	754.60	37.1
10-61-230 FUEL - STREETS	482.48	2,414.84	6,500.00	4,085.16	37.2
10-61-480 STREETS - OIL AND CHIPS	.00	55,999.72	57,000.00	1,000.28	98.3
10-61-481 STREETS - MAINTENANCE	55.84	10,220.93	17,000.00	6,779.07	60.1
10-61-482 STREETS - EQUIPMENT	.00	5,147.32	11,500.00	6,352.68	44.8
10-61-483 STREETS - LIGHTS	212.77	8,938.68	27,000.00	18,061.32	33.1
10-61-740 CAPITAL OUTLAY - EQUIPMENT	.00	891.11	20,000.00	19,108.89	4.5
TOTAL STREETS DEPARTMENT	2,126.97	87,944.38	150,800.00	62,855.62	58.3
<u>PARKS</u>					
10-70-110 SALARIES & WAGES - PARKS	719.61	3,592.41	8,299.20	4,706.79	43.3
10-70-111 SALARIES & WAGES - PART TIME	720.00	6,628.50	13,000.00	6,371.50	51.0
10-70-130 BENEFITS - PARKS REG	649.11	3,245.87	7,735.39	4,489.52	42.0
10-70-131 BENEFITS - PARKS	74.23	683.41	1,300.00	616.59	52.6
10-70-250 EQUIPMENT SUPPLIES & MAIN.	429.00	2,021.64	5,000.00	2,978.36	40.4
10-70-260 PARKS MAINTENANCE	.00	352.82	2,500.00	2,147.18	14.1
10-70-610 CABOOSE PARK EXPENDITURES	13.91	66.28	500.00	433.72	13.3
10-70-620 RECREATION COMPLEX EXPENSE	1,065.45	3,162.31	5,000.00	1,837.69	63.3
10-70-630 CEMETERY MAINTENANCE	.00	1,157.35	4,000.00	2,842.65	28.9
10-70-640 PAVILION EXPENSE	11.33	58.13	250.00	191.87	23.3
10-70-650 VETERAN'S PARK EXPENDITURES	176.60	833.46	1,500.00	666.54	55.6
TOTAL PARKS	3,859.24	21,802.18	49,084.59	27,282.41	44.4
<u>GARBAGE COLLECTION</u>					
10-71-420 GARBAGE - DUMPSTER FEES	229.74	1,294.18	3,500.00	2,205.82	37.0
10-71-430 GARBAGE - COLLECTION FEES	6,797.45	27,113.12	84,000.00	56,886.88	32.3
TOTAL GARBAGE COLLECTION	7,027.19	28,407.30	87,500.00	59,092.70	32.5

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>					
10-72-110 SALARIES & WAGES-RECREATION	91.00	455.00	1,092.00	637.00	41.7
10-72-130 BENEFITS - RECREATION	10.42	52.10	150.00	97.90	34.7
10-72-250 CITY RECREATION-MENS SOFTBALL	.00	1,094.00	1,000.00	94.00	109.4
10-72-251 CITY RECREATION-COED SOFTBALL	.00	1,371.91	1,400.00	28.09	98.0
10-72-253 CITY RECREATION - SUMMER YOUTH	.00	250.00	2,500.00	2,250.00	10.0
10-72-255 CITY RECREATION-FLAG FOOTBALL	.00	777.00	800.00	23.00	97.1
10-72-256 CITY RECREATION-FOOTBALL FULL	.00	2,611.70	2,500.00	111.70	104.5
10-72-257 CITY RECREATION-BABE RUTH	.00	637.00	2,000.00	1,363.00	31.9
10-72-258 CITY RECREATION-VOLLEYBALL	342.80	707.56	750.00	42.44	94.3
10-72-259 CITY RECREATION-WRESTLING	.00	.00	8,000.00	8,000.00	.0
10-72-260 CITY RECREATION-BOY BASKETBALL	.00	.00	2,500.00	2,500.00	.0
10-72-262 CITY RECREATION - CAL RIPKEN	.00	774.64	5,500.00	4,725.36	14.1
10-72-263 CITY RECREATION-GIRL BASKETBAL	.00	.00	1,500.00	1,500.00	.0
10-72-270 UTILITIES - BALL PARK	.00	.00	2,000.00	2,000.00	.0
10-72-540 CHRISTMAS LIGHT PROJECT	27.00	27.00	2,500.00	2,473.00	1.1
10-72-550 JULY 4TH EXPENSE	4.79	886.76	21,000.00	20,113.24	4.2
10-72-560 CONCESSION EXPENSE	.00	.00	500.00	500.00	.0
10-72-610 MISCELLANEOUS EXPENSE-REC.	.00	1,000.00	2,000.00	1,000.00	50.0
TOTAL RECREATION	476.01	10,644.67	57,692.00	47,047.33	18.5
<u>GOLF FUND</u>					
10-73-110 SALARIES & WAGES- GOLF COURSE	2,135.78	6,135.78	8,000.00	1,864.22	76.7
10-73-130 BENEFITS - GOLF COURSE	244.77	703.17	800.00	96.83	87.9
10-73-250 REPAIRS AND MAINTENANCE	.00	1,167.22	5,000.00	3,832.78	23.3
10-73-270 UTILITIES - GOLF COURSE	155.00	1,229.89	3,200.00	1,970.11	38.4
10-73-480 EQUIPMENT & SUPPLIES	9.69	165.72	500.00	334.28	33.1
10-73-740 CAPITAL OUTLAY-GOLF COURSE	813.54	4,067.70	9,762.48	5,694.78	41.7
TOTAL GOLF FUND	3,358.78	13,469.48	27,262.48	13,793.00	49.4
<u>SWIMMING POOL</u>					
10-74-110 SALARIES & WAGES-MANAGER	54.15	2,447.84	5,000.00	2,552.16	49.0
10-74-111 SALARIES & WAGES - LIFEGUARDS	.00	12,334.13	26,000.00	13,665.87	47.4
10-74-130 BENEFITS-MANAGER	6.21	280.51	800.00	519.49	35.1
10-74-131 BENEFITS - LIFEGUARDS	.00	1,413.45	2,250.00	836.55	62.8
10-74-250 EQUIPMENT SUPPLIES & MAIN.	606.64	2,458.13	8,000.00	5,541.87	30.7
10-74-270 UTILITIES - SWIMMING POOL	434.83	6,043.29	10,000.00	3,956.71	60.4
10-74-280 TELEPHONE - SWIMMING POOL	.00	113.22	300.00	186.78	37.7
10-74-610 MISCELLANEOUS EXPENSE-SWIMMING	.00	121.00	2,000.00	1,879.00	6.1
10-74-740 CAPITAL OUTLAY - SWIMMING POOL	.00	.00	38,701.60	38,701.60	.0
TOTAL SWIMMING POOL	1,101.83	25,211.57	93,051.60	67,840.03	27.1

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-75-110 SALARIES & WAGES - LIBRARIAN	1,647.56	7,718.60	19,094.40	11,375.80	40.4
10-75-111 SALARIES & WAGES - PART TIME	1,331.76	7,202.82	14,200.00	6,997.18	50.7
10-75-130 BENEFITS - LIBRARIAN	188.81	893.14	1,900.00	1,006.86	47.0
10-75-131 BENEFITS - PART TIME	152.65	816.91	1,500.00	683.09	54.5
10-75-230 TRAVEL & CONFERENCES-LIBRARY	.00	79.00	400.00	321.00	19.8
10-75-250 EQUIPMENT SUPPLIES & MAIN.	5.41	298.56	1,200.00	901.44	24.9
10-75-251 OFFICE SUPPLIES - LIBRARY	16.74	525.56	900.00	374.44	58.4
10-75-252 BOOK PURCHASE - LIBRARY	610.86	2,169.95	3,000.00	830.05	72.3
10-75-253 LIBRARY EXPENSE FROM TREASURY	.00	4,795.99	5,000.00	204.01	95.9
10-75-254 SUMMER READING EXPENSE	.00	396.60	600.00	203.40	66.1
10-75-270 UTILITIES - LIBRARY	306.09	1,137.02	4,700.00	3,562.98	24.2
10-75-280 TELEPHONE - LIBRARY	117.71	588.55	1,200.00	611.45	49.1
10-75-290 UTILITIES- INTERNET	95.25	476.25	1,140.00	663.75	41.8
10-75-470 LIBRARY GRANT- CLEF	.00	2,848.98	6,438.00	3,589.02	44.3
10-75-480 LIBRARY GRANT EXPENDITURES	.00	3,165.10	5,000.00	1,834.90	63.3
10-75-610 MISCELLANEOUS - LIBRARY	.00	120.98	600.00	479.02	20.2
10-75-740 CAPITAL OUTLAY - EQUIPMENT	.00	2,730.61	5,000.00	2,269.39	54.6
10-75-910 TRANSFER TO MBA FUND	.00	.00	10,000.00	10,000.00	.0
TOTAL LIBRARY	4,472.84	35,964.62	81,872.40	45,907.78	43.9
<u>AIRPORT</u>					
10-76-111 SALARIES & WAGES - PART TIME	654.15	2,454.15	7,200.00	4,745.85	34.1
10-76-130 BENEFITS - PART TIME	.00	.00	720.00	720.00	.0
10-76-131 BENEFITS - MANAGER	118.21	443.47	.00	443.47	.0
10-76-230 TRAVEL AND CONFERENCES	.00	235.84	500.00	264.16	47.2
10-76-250 REPAIRS AND MAINTENANCE	1,342.86	5,475.40	10,000.00	4,524.60	54.8
10-76-260 OFFICE & RUNWAY IMPROVEMENTS	.00	333,727.81	457,546.48	123,818.67	72.9
10-76-270 UTILITIES - AIRPORT	.00	701.08	2,500.00	1,798.92	28.0
10-76-280 TELEPHONE - AIRPORT	112.80	490.50	1,800.00	1,309.50	27.3
10-76-290 CREDIT CARD PROCESSING FEE	227.91	1,403.84	3,000.00	1,596.16	46.8
10-76-481 FUEL PURCHASE - JET A	6,924.66	13,442.14	40,000.00	26,557.86	33.6
10-76-482 FUEL PURCHASE - 100 LL	.00	11,334.05	50,000.00	38,665.95	22.7
10-76-610 MISCELLANEOUS - AIRPORT	384.11	903.94	11,500.00	10,596.06	7.9
TOTAL AIRPORT	9,764.70	370,612.22	584,766.48	214,154.26	63.4
TOTAL FUND EXPENDITURES	86,575.49	756,485.95	1,645,381.38	888,895.43	46.0
NET REVENUE OVER EXPENDITURES	12,778.31	(1,380.02)	10,038.33	11,418.35	(13.8)

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

DEBT SERVICE FUND

ASSETS

30-11900	CASH - COMBINED FUND	(22,518.00)	
30-12120	ST. TREAS CIB LIBRARY		22,518.00	
30-14150	PROPERTY HELD FOR SALE		97,249.66	
	TOTAL ASSETS			97,249.66

LIABILITIES AND EQUITY

LIABILITIES

30-23100	DUE FROM OTHER FUNDS		246,293.02	
	TOTAL LIABILITIES			246,293.02

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
30-29610	FUND BALANCE-RESERVED-SID		68,076.46	
30-29800	BEGINNING OF YEAR	(217,119.82)	
	REVENUE OVER EXPENDITURES - YTD			
	BALANCE - CURRENT DATE	(149,043.36)	
	TOTAL FUND EQUITY			(149,043.36)
	TOTAL LIABILITIES AND EQUITY			97,249.66

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

WATER FUND

ASSETS

51-11900	CASH - COMBINED FUND	194,458.96	
51-12120	ST TREAS-RESTRICTED-BOND S3054	90,665.92	
51-12140	ST TREAS-RESTRICTED-MAIN 5030	39,000.00	
51-12150	ST. TREAS-RESTRICTED-BOND 5030	39,390.00	
51-12170	ST.TREAS-RESTRICTED-MAIN S3024	94,444.14	
51-13110	ACCOUNTS RECEIVABLE	37,007.33	
51-13900	DUE FROM OTHER FUNDS	126,730.82	
51-14200	DEFERRED OUTFLOW OF RESOURCES	7,467.29	
51-15100	NET PENSION ASSET	111.08	
51-16210	BUILDINGS	4,292.50	
51-16310	WATER DISTRIBUTION SYSTEM	2,455,341.01	
51-16510	MACHINERY AND EQUIPMENT	58,633.51	
51-16610	AUTOMOBILES AND TRUCKS	59,270.72	
51-17500	ACCUMULATED DEPRECIATION	(1,666,082.41)	
TOTAL ASSETS			1,540,730.87

LIABILITIES AND EQUITY

LIABILITIES

51-21310	ACCOUNTS PAYABLE	33.32	
51-21320	DEPOSITS PAYABLE	19,230.00	
51-21330	ACCRUED EMPLOYEE BENEFITS	17,384.76	
51-21400	DEFERRED REVENUE	9,000.00	
51-25200	LOAN PAYABLE 35024	362,000.00	
51-25400	LOAN PAYABLE RL5030	39,000.00	
51-25500	WATER FUND INTEREST PAYABLE	5,558.70	
51-25700	NET PENSION LIABILITY	31,033.86	
TOTAL LIABILITIES			483,240.64

FUND EQUITY

51-26110	DEFERRED INFLOW OF RESOURCES	4,136.22	
UNAPPROPRIATED FUND BALANCE:			
51-29110	RETAINED EARNINGS-RESERVED	61,139.44	
51-29800	RETAINED EARNINGS-WATER FUND	629,470.51	
51-29900	RETAINED EARNINGS-DESIGNATED	202,500.06	
	REVENUE OVER EXPENDITURES - YTD	160,244.00	
BALANCE - CURRENT DATE		1,053,354.01	
TOTAL FUND EQUITY			1,057,490.23
TOTAL LIABILITIES AND EQUITY			1,540,730.87

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-100 WATER SALES	35,312.37	280,986.34	356,000.00	75,013.66	78.9
51-37-200 WATER CONNECTION FEES	.00	58.32	1,000.00	941.68	5.8
51-37-201 IMPACT FEES	.00	1,276.35	2,500.00	1,223.65	51.1
51-37-300 PENALTIES & FORFEITURES	337.25	1,472.81	3,500.00	2,027.19	42.1
TOTAL OPERATING REVENUE	35,649.62	283,793.82	363,000.00	79,206.18	78.2
<u>INTEREST - OTHER</u>					
51-38-900 MISCELLANEOUS REVENUE	35.00	225.00	2,000.00	1,775.00	11.3
TOTAL INTEREST - OTHER	35.00	225.00	2,000.00	1,775.00	11.3
TOTAL FUND REVENUE	35,684.62	284,018.82	365,000.00	80,981.18	77.8

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
51-40-110 SALARIES & WAGES - FOREMAN	4,243.25	21,876.05	50,929.64	29,053.59	43.0
51-40-111 SALARIES & WAGES-OPERATOR A&B	2,718.45	13,489.65	33,196.80	19,707.15	40.6
51-40-112 SALARIES & WAGES-UTILITY CLERK	1,604.27	7,367.47	18,731.58	11,364.11	39.3
51-40-130 BENEFITS - FOREMAN	3,080.84	15,697.10	37,753.14	22,056.04	41.6
51-40-131 BENEFITS - OPERATOR A & B	2,550.82	12,732.67	30,941.54	18,208.87	41.2
51-40-134 BENEFITS - UTILITY CLERK	1,362.98	5,810.76	16,608.89	10,798.13	35.0
51-40-230 WATER FUEL	481.04	2,407.61	6,000.00	3,592.39	40.1
51-40-250 EQUIPMENT SUPPLIES & MAIN.	481.56	5,915.64	14,000.00	8,084.36	42.3
51-40-270 UTILITIES - CULINARY	3,755.28	22,691.86	40,000.00	17,308.14	56.7
51-40-271 UTILITIES-PRESSURE PUMP	767.44	3,823.01	8,200.00	4,376.99	46.6
51-40-273 UTILITIES-IRRIGATION	412.52	5,165.43	6,000.00	834.57	86.1
51-40-280 TELEPHONE - WATER	99.86	473.57	1,000.00	526.43	47.4
51-40-310 PROFESSIONAL/TECHNICAL SERVICE	40.00	300.00	2,000.00	1,700.00	15.0
51-40-311 LEGAL AND AUDIT SERVICES	1,793.75	3,843.75	4,000.00	156.25	96.1
51-40-481 METER SUPPLIES AND MAINTENANCE	.00	1,812.76	3,000.00	1,187.24	60.4
51-40-510 TRAVEL AND CONFERENCE	.00	.00	1,000.00	1,000.00	.0
51-40-610 MISCELLANEOUS EXPENSE	33.75	367.49	1,500.00	1,132.51	24.5
51-40-630 WATER MASTER PLAN	.00	.00	21,250.00	21,250.00	.0
51-40-650 DEPRECIATION	.00	.00	50,000.00	50,000.00	.0
51-40-812 BOND RL 5030 INTEREST	.00	.00	390.00	390.00	.0
51-40-813 BOND 3S024 INTEREST	.00	.00	10,860.00	10,860.00	.0
TOTAL EXPENDITURES	23,425.81	123,774.82	357,361.59	233,586.77	34.6
TOTAL FUND EXPENDITURES	23,425.81	123,774.82	357,361.59	233,586.77	34.6
NET REVENUE OVER EXPENDITURES	12,258.81	160,244.00	7,638.41	(152,605.59)	2097.9

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

SEWER FUND

ASSETS

52-11900	CASH - COMBINED FUND	83,405.10	
52-12110	ST. TREAS-DESIGNATED SEWER	63,079.75	
52-12150	ST. TREAS-RESTRICTED MAIN 808	65,000.00	
52-12160	ST. TREAS-RESTRICTED BOND 808	66,000.00	
52-13110	ACCOUNTS RECEIVABLE	28,505.24	
52-13900	DUE FROM OTHER FUNDS	119,562.20	
52-14200	DEFERRED OUTFLOW OF RESOURCES	7,464.63	
52-15100	NET PENSION ASSET	111.04	
52-16110	LAND	29,536.50	
52-16210	BUILDINGS	4,643.20	
52-16310	SEWER SYSTEM	2,132,234.26	
52-16510	MACHINERY AND EQUIPMENT	125,761.11	
52-16610	AUTOMOBILES AND TRUCKS	54,520.72	
52-17500	ACCUMULATED DEPRECIATION	(1,559,465.85)	
TOTAL ASSETS			1,220,357.90

LIABILITIES AND EQUITY

LIABILITIES

52-21330	ACCRUED EMPLOYEE BENEFITS	15,985.91	
52-21400	DEFERRED REVENUE	9,000.00	
52-25400	LOAN PAYABLE - 808	65,305.24	
52-25700	NET PENSION LIABILITY	31,022.82	
TOTAL LIABILITIES			121,313.97

FUND EQUITY

52-26110	DEFERRED INFLOW OF RESOURCES	4,134.75	
UNAPPROPRIATED FUND BALANCE:			
52-29110	RETAINED EARNINGS-RESERVED	71,714.23	
52-29800	RETAINED EARNINGS-SEWER FUND	861,507.25	
52-29900	RETAINED EARNINGS-DESIGNATED	128,880.31	
	REVENUE OVER EXPENDITURES - YTD	32,807.39	
BALANCE - CURRENT DATE		1,094,909.18	
TOTAL FUND EQUITY			1,099,043.93
TOTAL LIABILITIES AND EQUITY			1,220,357.90

CITY OF MILFORD
REVENUES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
52-37-100 SEWER FEES	22,202.33	111,899.52	260,000.00	148,100.48	43.0
52-37-201 IMPACT FEES	.00	854.49	2,500.00	1,645.51	34.2
52-37-600 INTEREST - SEWER FUND	43.02	199.44	1,000.00	800.56	19.9
TOTAL OPERATING REVENUE	22,245.35	112,953.45	263,500.00	150,546.55	42.9
<u>INTEREST - OTHER</u>					
52-38-900 MISCELLANEOUS REVENUE	.00	50.00	.00	(50.00)	.0
TOTAL INTEREST - OTHER	.00	50.00	.00	(50.00)	.0
TOTAL FUND REVENUE	22,245.35	113,003.45	263,500.00	150,496.55	42.9

CITY OF MILFORD
EXPENDITURES WITH COMPARISON TO BUDGET
FOR THE 5 MONTHS ENDING NOVEMBER 30, 2015

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
52-40-110 SALARIES & WAGES - LEADMAN	4,036.85	20,740.85	48,261.76	27,520.91	43.0
52-40-111 SALARIES & WAGES-OPERATOR A&B	2,158.84	10,777.24	24,897.60	14,120.36	43.3
52-40-114 SALARIES & WAGES-UTILITY CLERK	1,604.26	7,367.46	18,731.58	11,364.12	39.3
52-40-130 BENEFITS - OPERATOR A & B	1,947.24	9,737.26	23,206.15	13,468.89	42.0
52-40-131 BENEFITS - LEADMAN	3,017.38	15,365.08	36,904.65	21,539.57	41.6
52-40-134 BENEFITS - UTILITY CLERK	1,362.93	5,810.48	16,608.89	10,798.41	35.0
52-40-230 FUEL - SEWER	481.04	2,407.61	5,000.00	2,592.39	48.2
52-40-250 EQUIPMENT SUPPLIES & MAIN	770.66	2,004.45	7,000.00	4,995.55	28.6
52-40-270 UTILITIES-ELECTRICAL & GAS	609.40	1,557.80	7,500.00	5,942.20	20.8
52-40-280 TELEPHONE - SEWER	28.07	114.58	600.00	485.42	19.1
52-40-310 LEGAL AND AUDIT SERVICES	1,793.75	3,843.75	4,000.00	156.25	96.1
52-40-510 TRAVEL AND CONFERENCE	66.00	321.00	1,000.00	679.00	32.1
52-40-610 MISCELLANEOUS EXPENSES	33.75	148.50	1,000.00	851.50	14.9
52-40-650 DEPRECIATION	.00	.00	60,000.00	60,000.00	.0
TOTAL EXPENDITURES	17,910.17	80,196.06	254,710.63	174,514.57	31.5
TOTAL FUND EXPENDITURES	17,910.17	80,196.06	254,710.63	174,514.57	31.5
NET REVENUE OVER EXPENDITURES	4,335.18	32,807.39	8,789.37	(24,018.02)	373.3

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

MUNICIPAL BUILDING AUTHORITY

ASSETS

54-11900	CASH - COMBINED FUND	(4,170.00)	
54-12100	ST TREAS-RESTRICTED BOND		834.00	
54-12110	ST TREAS CIB LIBRARY		3,336.00	
			<hr/>	
	TOTAL ASSETS			<hr/> <hr/>

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

GENERAL FIXED ASSETS

ASSETS

91-16110	LAND	260,210.36	
91-16210	BUILDINGS	802,160.31	
91-16310	IMPROVEMENTS OTHER THAN BLDGS	2,756,133.93	
91-16410	OFFICE FURNITURE AND EQUIPMENT	67,948.26	
91-16510	MACHINERY AND EQUIPMENT	357,436.93	
91-16610	AUTOMOBILES AND TRUCKS	54,129.00	
91-16710	CAPITAL ASSET - INFRASTRUCTURE	369,412.64	
91-16810	WIP	85,600.00	
TOTAL ASSETS			4,753,031.43

LIABILITIES AND EQUITY

FUND EQUITY

UNAPPROPRIATED FUND BALANCE:			
91-29800	BEGINNING OF YEAR	652,156.02	
91-29850	ADDITIONS - CURRENT YEAR	4,100,875.41	
REVENUE OVER EXPENDITURES - YTD			
BALANCE - CURRENT DATE		4,753,031.43	
TOTAL FUND EQUITY			4,753,031.43
TOTAL LIABILITIES AND EQUITY			4,753,031.43

CITY OF MILFORD
BALANCE SHEET
NOVEMBER 30, 2015

GENERAL LONG TERM DEBT

ASSETS

95-18100 AMT PROVIDED-GENERAL LT DEBT

315,449.30

TOTAL ASSETS

315,449.30

LIABILITIES AND EQUITY

LIABILITIES

95-21500 ACCRUED EMPLOYEE BENEFITS

12,452.84

95-21700 FAIRWAY MOWER LEASE

9,503.14

95-25102 BONDS PAYABLE -CIB LIBRARY

260,000.00

95-25700 NET PENSION LIABILITY

33,493.32

TOTAL LIABILITIES

315,449.30

TOTAL LIABILITIES AND EQUITY

315,449.30

Milford Municipal Airport Monthly Fuel Analysis Month November 2015

Date	100 LL	Gallons Sold & Test	Jet A	Gallons Sold & Test	Tie Down	After Hours Fee	Oil	Misc.	Processing Fee	Total
11/1/2015		0	\$98.56	24.04					\$3.20	\$95.36
11/2/2015		0	\$114.55	27.94					\$3.72	\$110.83
11/3/2015		0		0						\$0.00
11/4/2015		0		0						\$0.00
11/5/2015		0		0						\$0.00
11/6/2015	\$191.12	36.06	\$2,196.13	535.64					\$77.58	\$2,309.67
11/7/2015	\$106.00	20	\$1,058.25	258.11					\$37.84	\$1,126.41
11/8/2015		0		0						\$0.00
11/9/2015		0		0						\$0.00
11/10/2015		0		0						\$0.00
11/11/2015	\$77.33	14.59		0					\$3.39	\$73.94
11/12/2015	\$131.33	24.78		0					\$3.39	\$127.94
11/13/2015		0		0						\$0.00
11/14/2015	\$492.74	92.97		0					\$16.02	\$476.72
11/15/2015	\$106.74	20.14		0					\$3.47	\$103.27
11/16/2015		0		0						\$0.00
11/17/2015		0		0						\$0.00
11/18/2015	\$181.37	34.22		0					\$5.89	\$175.48
11/19/2015		0		0						\$0.00
11/20/2015		0		0						\$0.00
11/21/2015	\$280.10	52.85		0					\$9.10	\$271.00
11/22/2015	\$127.25	24.1		0					\$4.14	\$123.11
11/23/2015		0		0						\$0.00
11/24/2015	\$127.25	24.01		0					\$4.14	\$123.11
11/25/2015		0	\$313.08	79.26						\$313.08
11/26/2015		0		0						\$0.00
11/27/2015		0		0						\$0.00
11/28/2015		0		0						\$0.00
11/29/2015		0		0						\$0.00
11/30/2015		0		0						\$0.00
										\$0.00
	\$1,821.23	343.72	\$3,780.57	924.99	\$0.00	\$0.00	\$0.00	\$0.00	\$171.88	\$5,429.92

Balance of Funds for Fuel Purchase

Fuel Purchases		
Amount	Gallons	Type
\$6,924.66	2500.00	Jet A
\$11,163.16	2537.00	100 LL

Accumulated Credit Card Balance			
Month Total			
Month Balance	Payments	Description	Balance
			-\$347.71
\$5,601.80			\$5,254.09
	\$7,412.49	CC Rem	-\$2,158.40
	\$0.00	Cash	-\$2,158.40

Inventory of Fuel

	Beginning Reading	Gallons Purchased For Month	Gallons Sold For Month	Actual Ending Reading	Ending Reading	Pump Loss	Cost Per Gallon	Total Inventory
100 LL	2312.00	2537.00	343.72	4505.28	4120.00	-385.28	\$4.40	\$18,128.00
Jet A	2150.00	2500.00	924.99	3725.01	3461.00	-264.01	\$2.77	\$9,586.97
Total	4462.00	5037.00	1268.71	8230.29	7581.00	-649.29		\$27,714.97

Milford Municipal Airport

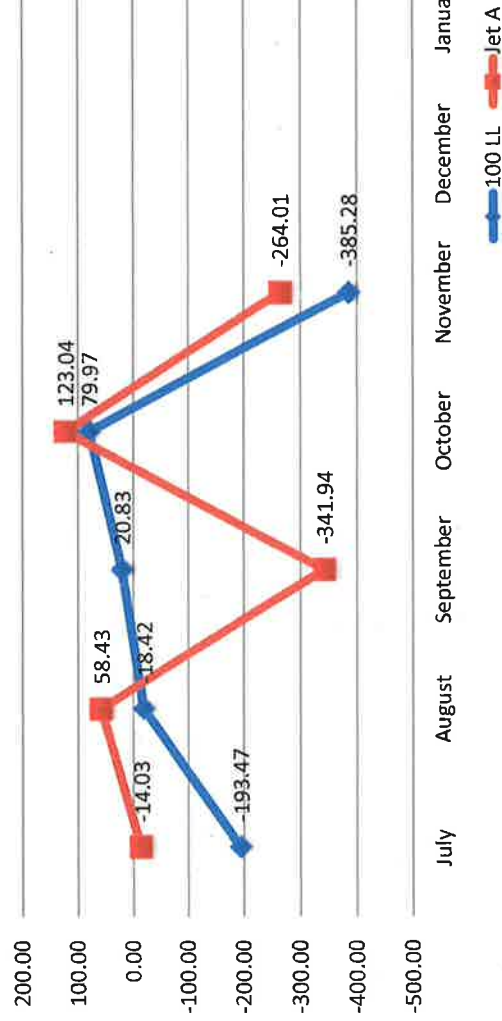
Fuel Loss/Gain

2015-2016

	July	August	September	October	November	December	January	February	March	April	May	June
100 LL	-193.47	-18.42	20.83	79.97	-385.28							
Jet A	-14.03	58.43	-341.94	123.04	-264.01							

Milford Municipal Airport

Fuel Loss (-)/Gain (+)



9/22/15 Bart reported that the fuel dispenser read 191.64 gallons however we only sold 19.97. We locked the JET A fuel dispensers and put in a service call on the JET A Dispenser.

We figure someone stole roughly 177 gallons of Jet A Fuel. The Jet A Dispenser will remain out of service until the problem is fixed to prevent anymore fuel from being stole. After having Westech onsite the Jet A Dispensers pulsifer board has burned out. It not covered by warranty-MB

1 **Minutes of the Regular Meeting of the Milford City Council held on Tuesday, November 17, 2015 at**
2 **7:00 p.m. at the City Offices located at 405 South Main, Milford, Utah.**

3
4 **MEMBERS PRESENT:** Mayor Davis, Council Members Aaron Cox, Karrie Davis, Wayne Hardy, Troy
5 Netto, and Russell Smith

6 **ABSENT:** None

7 **STAFF PRESENT:** City Administrator Makayla Bealer, Administrative Assistant Lisa Thompson, City
8 Recorder Monica Seifers, City Foreman Ben Stewart, Attorney Leo Kanell

9 **VISITORS:** Crimson Singleton, Nancy Carter, Les Whitney, Terry Wiseman, and John Fowles.

10
11 **CALL TO ORDER**

12 Mayor Nolan Davis called the meeting to order at 7:00 p.m. followed by the Pledge of Allegiance.

13
14 **RECOGNITION OF VISITOR'S RELATING TO CITY BUSINESS**

15 **Crimson Singleton – Presentation of FY 2014-2015 Audit by HintonBurdick (7:01)**

- 16 ➤ Ms. Singleton thanked staff for their assistance in the audit preparation.
- 17 ➤ Financial Statements were presented to each Council Member urging them to read the Management's
- 18 Discussion and Analysis on page three.
- 19 ➤ Milford City's general fund balance has come out of the deficit as of the end of the the FY 2015 with all
- 20 interfund loans being paid off.
- 21 ➤ The MBA fund was closed out and moved over to the debt service fund.
- 22 ➤ GASB Statement 68 - new standard for Pensions. The city's financial situation has not changed, just the
- 23 way the pension are reported. City is in compliance.
- 24 ➤ Positive changes in Net Position. Fund balance increased from previous year.
- 25 ➤ General Fund - overall trend was similar or increased. Sales tax revenue and property tax revenue
- 26 increased notably.
- 27 ➤ Water Fund revenues decreased slightly in 2015 due to bulk water sales, but the expenses also decreased.
- 28 ➤ Sewer Fund revenues have been fairly consistent the past few years.
- 29 ➤ Ms. Singleton reported that overall the City seems to be improving and Administrator Bealer is doing a
- 30 great job.
- 31 ➤ An Engagement Letter for the FY 2015-2016 Audit was presented. City Administrator Bealer
- 32 recommended that HintonBurdick be retained. Their staff is thorough and has seen the City through some
- 33 difficult times.
- 34 ➤ Mayor Davis commended the city staff as well as the staff of HintonBurdick thanking them for a job well
- 35 done.
- 36 ➤ *MOTION: Council Member Russell Smith moved to retain HintonBurdick for FY 2015-2016 auditing*
- 37 *services. Motion was seconded by Council Member Wayne Hardy. All in favor, motion carried.*

38 **Nancy Carter – FNP School Community Health Project (7:33)**

- 39 ➤ Mrs. Carter is currently enrolled in a Family Nurse Practitioner's program. She is currently working on
- 40 a project focusing on obesity. There is an increased risk of diabetes associated with obesity.
- 41 ➤ Her goal is to reduce the portion of residents in Beaver County who are obese.
- 42 ➤ What can we do as a community to help reduce obesity? We are above the state and national level for
- 43 obesity. This is concerning due to the other diseases that it can lead to. Diabetes is one of these.
- 44 ➤ Mrs. Carter would like to get the community involved and provide information on reducing obesity and
- 45 diabetes. Community awareness, monitored weight loss, followed by weight loss recommendations and
- 46 increased activities.
- 47 ➤ TOPS, Tonergy, Milford Fitness Center, Zumba, as well as resources at the Beaver Medical Clinic, are all
- 48 available in our community to facilitate in reducing obesity and diabetes. These resources need to be
- 49 better advertised to the members of the community so they can be better utilized.
- 50 ➤ Discussed implementing a health corner on Milford City Website and Facebook page as well as the
- 51 monthly newsletter to get information out to the residents.
- 52 ➤ Council was supportive of utilizing the City newsletter and media outlets in an effort to raise awareness
- 53 and get the information to the residents.

54 *Mrs. Carter left at 7:58 pm*

55 **John Fowles – Request to Adjust Library Budget (7:57)**

- 56 ➤ Mr. Fowles would like to have the Library Director hours decreased to 25 hours per week to allow an
57 increase of five hours per week for the part time Library Assistant, Jessica Dotson, giving her a total of 20
58 hours per week. Council Member Davis supported this request, she has talked to both of them and felt
59 that Jessica takes on quite a bit of responsibility.
- 60 ➤ Mr. Fowles would like to replace the table that was relocated to the City Office. He felt he made a few
61 people mad when he made that donation, he believes the Friends of the Library were upset at him so now
62 he needs a little extra money. He would like to take some of the money left from the furniture fund to buy
63 a table that was selected by the Friends of the Library. He can get it for cheaper. Council Member Davis
64 asked if there was enough money in the library budget already or was he asking for more. He explained
65 that there was \$204 remaining in the budget, but he would need approximately \$400 more to purchase the
66 table. He stated that if it were the other table, he would come up with money his self, in his own budget,
67 but he kind of wanted to cater to the Friends of the Library.
- 68 ➤ Mayor Davis asked Mr. Fowles to go back to his opening statement that he made The Friends of The
69 Library mad. Mr. Fowles replied that he got that impression, and he might be wrong, but that was the
70 impression they gave him. Mayor Davis stated The Friends of the Library could have the table back. He
71 would rather give the table back than have to adjust the budget. Mr. Fowles agreed stating that the reason
72 he gave the table away was because he is concerned with the kids destroying it with crafts and the table is
73 too big for the area. Council Member Davis agreed with Mayor Davis stating that where money was not
74 budgeted for a new table she would prefer to have the table returned than spend extra money.
- 75 ➤ Mr. Fowles stated he could take the \$204 that he had and scrimp and save for the other \$200, because the
76 other table that he wanted was a little bigger and nicer, and smaller to where he can put it in that room.
77 Council Member Davis realized the table was a little too big, but it was not budgeted for this year so it
78 needs to be put in the budget for next year, we need to plan ahead a little. Mr. Fowles asked if he took the
79 \$204.00 left in the budget, he would need \$200 more, which had already been given to him to purchase
80 the other table if they will give him the go ahead now he would do that stating he would not have to spend
81 the \$470 for the table they wanted to appease them. Council Member Netto stated that he was not sure if
82 we all understood all of that but as far as the hours go, he was okay with switching the hours but he didn't
83 think they were okay with amending the budget. Mr. Fowles stated he could do it within the budget that
84 he already had been given. Council Member Netto suggested he work with Administrator Bealer to stay
85 within the budget. Mr. Fowles stated that he was wanting to offer the other one as it was presented by
86 them. Council Member Davis will work with Mr. Fowles.

87 **John Fowles – Request Council Approval to submit Grant Applications for Library Renovations (8:03)**

- 88 ➤ Mr. Fowles attended a grant writing class and met a grant writer who could be instrumental in obtaining
89 funding to make the necessary improvements to turn the basement into a teen center. There is a lot of
90 space available that is not being utilized. He is not asking for funding, just seeking approval to work on
91 the grant applications. There are a lot of teenagers utilizing the library and it is difficult to manage the
92 library; he would like to turn the basement into a teen center. He feels it is doable and manageable.
- 93 ➤ Council Member Davis stated that if Mr. Fowles could obtain free funds to improve our library, to go for
94 it.
- 95 ➤ Mayor Davis asked Mr. Fowles to keep the Council informed.
- 96 ➤ Council Member Cox asked if it would require additional staff to run the teen center.
- 97 ➤ Mr. Fowles stated that it would be managed by current staffing. The center would only be available
98 during set times.

99 *Mr. Fowles left at 8:08 pm*

100 **CONSENT ISSUES (8:08)**

- 102 ➤ Consent issues including bills and payroll, Financial Reports September and October 2015; Minutes of
103 September 15, 2015 Public Hearing; and Minutes of October 6, 2015 Regular Meeting were presented.
- 104 ➤ *MOTION: Council Member Troy Netto moved to approve the consent issues as presented. Motion was*
105 *seconded by Council Member Aaron Cox. All in favor, motion carried.*
106

NEW BUSINESS

Discuss Credit Card Machine: Presenter – Makayla Bealer (8:09)

- City Administrator Bealer reported that just to have the machine in the City Office, not even using it, would be \$776.52 annually. There are various fees for each type of card (debit or credit). There are other additional fees from Wells Fargo. It is difficult to determine how many customers would use cards, and what the payments would be so she used an average of \$100 payment per customer and determined that it would cost over \$6,000 per year. This amount is estimated for utility payments only and does not include potential costs associated with recreation, cemetery fees, business licensing or building permits; all of which could increase the fees substantially.
- There is a \$25 charge back fee per transaction should the customer request to have the charges reversed on their card.
- A \$0.75 per attempt charge would be incurred if the card reader was down and the City had to call in the transaction via phone.
- There is a list of other various charges and fees in addition to the charge back and call in fees.
- Administrator Bealer proposed that the pro's of offering a card reader would include: convenience to our customers; ability to take payments via phone which would possibly eliminate disconnects; funds would be received instantly; possible decrease in returned checks, however we don't have a high amount.
- Xpress Bill Pay was also reviewed and it was rather expensive.
- Administrator Bealer was told that we could not charge a convenience fee. She has learned that if the City were to get a card reader, a convenience fee could be charged.
- Council Member Davis felt that there were less expensive options than Wells Fargo. Administrator Bealer explained that other sources were reviewed, but Wells Fargo is who we bank with. Council Member Davis stated that people who bank with Wells Fargo save money by getting their card services somewhere else.
- Administrator Bealer presented the following con's: loss of revenue to the water, sewer and general funds; it wouldn't off-set annual collection costs; auditor's may recommend rate increases; City would be bound by a contract for a set number of years.
- Council Member Davis stated that other providers may have shorter contract periods. Administrator Bealer asked if she had a list of people she recommended the City contact. Council Member Davis stated that it had been four years since she worked at the bank and recommended the City contact various businesses around town to determine who they are with.
- Council Member Netto inquired if customers would be able to enroll for auto pay. Administrator Bealer explained that they would still have to come in and have their card swiped or call in with their number. She added that with Xpress Bill Pay, auto pay enrollment would be available, they could go onto the City's website and access their account. The expense of setting up Xpress was extremely high. It would be managed by Xpress Bill Pay and the City would also have to purchase a module for the Caselle program. A large percentage of the City's utility customers are utilizing their banks bill pay services, it is hard to determine how many of them would transfer over to web payment options.
- Council Member Davis was not in favor of doing something that was going to cost the City more money but realized it would be more convenient for the residents. As a citizen, she is not willing to pay more taxes so that someone else can pay with their credit/debit card. If the City can charge a fee to the people who want to use it, she is fine with that but she did feel there were cheaper options than this one.
- Council Member Netto also supported the idea of charging the fee to those who use the option.
- Council Member Cox asked how much time it would save the staff. Staff replied that there would not be time savings.
- Administrator Bealer will research more to see if there is a more cost friendly option.
- Council would also like to ensure that the convenience fee can be charged only to the customers who use it (at transaction). Council Member Davis is not interested in it all unless the City can charge the customer a convenience fee.

Review and Approval on Bill of Sale for Airport Hangar from EC Source: Presenter – Makayla Bealer (8:20)

- *MOTION: Council Member Karrie Davis moved to authorize the Mayor to sign the Bill of Sale. Motion was seconded by Council Member Russell Smith. All in favor, motion carried.*

2015 Water Conservation Plan: Presenter – Makayla Bealer (8:21)

- Water Conservation Plan is required to be submitted every five years.
- Lisa Thompson has assisted in the plan preparation and has done an amazing job researching and putting the plan together. Administrator Bealer commended her for her efforts.
- The 2015 Water Conservation Plan will be submitted and will be active through 2020. Resolution is on the agenda for approval.

Utah State Treasury Withdrawal Request: Presenter –Makayla Bealer (8:22)

➤ **Newspaper Digitization**

Funds have been collected through donations and are being stored in the State Treasury for the digitization of newspapers from 1947 - 1980 through the University of Utah. City needs authorization to withdraw \$15,740 for payment of digitization.

- *MOTION: Council Member Karrie Davis moved to authorize the withdrawal. Motion was seconded by Council Member Wayne Hardy. All in favor, motion carried.*

OLD BUSINESS

Discuss Stairs at Milford Public Library: Presenter – Makayla Bealer (8:23)

- There was only one bid received on the project and that came from Tushar Construction.
- The State Fire Marshal, Chief Les Whitney, and Building Official Kyle Blackner have been on site to give their recommendations.
- Option 1: Utilize the east door as an entrance and an exit. City would need to install an Exit sign; there is a sign available from the old City building
- Option 2: Utilize the east door as an Exit Only. The City would have to install a panic bar which would require a full door replacement quoted at \$2,030 by Jones Paint and Glass.
- Option 3: Utilize the east door as an Entrance Only. The City would have to install a panic bar and a new handle on the west door, which is not currently up to code, quoted at \$640 in addition to having to replace the east door.
- The Capital Improvement Budget for the Library will need to be adjusted to cover the installation of the stairs as well as unapproved expenses resulting from the work the Director had completed. Option 1 would be no more cost to the City. Option 2 would be an additional \$2,030.00 and Option 3 would be an additional \$2670.00. The reason for the improvements would be to meet code requirements and handicap accessibility regulations.
- It was confirmed that only two fire exits were required. Administrator Bealer looked into a surveillance system and has received a quote from Mt. West Computers. There is concern of media being taken out of the east exit. \$500 for internal hard drive for memory and \$250 per camera. Cost includes installation.
- Council Member Netto suggested putting up an exit sign after the installation of the stairs and budget for a panic bar installation next fiscal year.
- Once the stairs have been installed, the Library staff will have to monitor it.
- Council Member Davis agreed, she does not want to go over on the budget.

ORDINANCE AND RESOLUTIONS (8:29)

- **Resolution 15-2015 “Recognizing October as Childhood Cancer Awareness Month”**
- **Resolution 16-2015 “Amending Water Management Plan”**
- *MOTION: Council Member Karrie Davis moved to adopt Resolution 15-2015, and Resolution 16-2015. Motion was seconded by Council Member Russell Smith. Roll Call Votes: Aaron Cox - Yes, Karrie Davis - Yes, Wayne Hardy - Yes, Troy Netto - Yes, Russell Smith - Yes. Motion carried.*

COMMENTS (8:30)

Staff Member Reports and Comments

Leo Kanell, City Attorney

- No reports or comments.

Makayla Bealer, City Administrator

- 211 ➤ EC Source will be moving off the airport property in the next couple of months. They are willing to pay
212 the \$2500 per month until they are completely gone. Council supported.
213 ➤ Workers Compensation premium decreased by \$2098 for 2016.
214 ➤ The FAA has approved the Milford Taxiway Apron Rehab. Armstrong is now recommending not
215 grinding the apron, due to the damage that will possibly happen; therefore the project will be accepted as
216 it currently is.
217 ➤ Capital Improvements List - It's time to update our list with Five County. How would Council like the
218 master plans prioritized? Culinary, Irrigation, Drainage, then Sewer.
219 ➤ She has been working with Juan at the State Library. They have currently been working on scheduling a
220 training in Beaver County for all three libraries. He felt that a county wide training would be beneficial.
221 The training will discuss roles and responsibility for the City, Library Board, and Library Director and
222 will be scheduled for January, no date or time has been set but she will keep the Council updated. All
223 Council Members, City Staff, Library Board Members and Library Employees are encouraged to attend.
224 It was suggested that Council amend their ordinance regarding the Library Board to be more clear and
225 defined. Administrator Bealer is working on putting together an ordinance using other code from other
226 cities that was provided by Juan. She would like direction from the Council. One City allows the Library
227 Board to make rules without Council approval as long as they are consistent with Council policies. Other
228 cities have the Library Board organized much like Milford City's Planning Commission; the Board makes
229 recommendations to the Council for approval. Council Member Davis liked that idea. Council Member
230 Netto agreed. Administrator Bealer will work on the ordinance using that outline.
231 ➤ The Sunrise Survey Manager is tentatively scheduled to begin surveying for the Water Master Plan on
232 December 4th.
233 ➤ Council Member Netto, Jeff Davis, and Administrator Bealer met regarding the renaming of the
234 recreation complex. She will be putting together a resolution of the proposal and will be obtaining bids for
235 the project. They also discussed contracting the recreation complex to the Lion's Club to ensure the fields
236 are maintained to a high standard. She will be working on a rough draft of the agreement.

237 Monica Seifers, City Recorder

- 238 ➤ No reports or comments.

239 Ben Stewart, City Foreman

- 240 ➤ No reports or comments.

241 Lisa Thompson, Administrative Assistant

- 242 ➤ No reports or comments.
243

244 **Council Member Reports and Comments**

245 Council Member Aaron Cox: Streets, Public Safety & Law Enforcement, Beautification

- 246 ➤ Asked City Administrator Bealer if Jesse (Ralphs) looked at drainage on 400 West. City Administrator
247 Bealer sent an update via email. It will be lasered by the Survey Manager on December 4th and their
248 recommendation will be sent. Council Member Cox asked if he was recommending a culvert?
249 Administrator Bealer replied that he did recommend a culvert stating that it would not fix the problem but
250 it would definitely help. The ground is really flat, there is no curb and gutter, and there is no where for the
251 water to go. Some underground pipes would need to be installed.
252 ➤ Inquired about the library fencing. Administrator Bealer found that the City had purchased the fence. A
253 work order has been put in for the installation.
254 ➤ Update on Time clocks? She is still working on it.
255 ➤ Salary scale meeting - He will meet with Council Member Davis and Administrator Bealer on the 18th to
256 begin discussion on the salary scale.

257 Council Member Karrie Davis: Planning and Zoning Commission, Library

- 258 ➤ No comments or reports.

259 Council Member Wayne Hardy: Airport, Water, Beautification

- 260 ➤ Reported a car, truck, and washing machine on the sidewalks on 100 East. Asked what Beautification
261 Board can do. Administrator Bealer explained that notices are sent and the property owner always
262 complies within the time frame. Another notice will have to be sent.

263 Council Member Troy Netto

- 264 ➤ Concession stand operators are no longer wanting to operate the stand. It will be open for bid for next
265 summer. Is Council okay with lowering the bid amount from \$800 to \$500? Council was supportive of
266 that.
- 267 Council Member Russell Smith: Cemetery, Buildings and Equipment, Sewer
- 268 ➤ Asked about Prodzinski property repair bill. Administrator Bealer replied that there has not been anything
269 received yet.
- 270 Mayor Nolan Davis: Waste Management Board, Economic Development, Five County Steering Commission
- 271 ➤ Mayor Davis - Proposition 1 did not pass in Beaver County; this cost Milford City approximately
272 \$60,000 annually.
- 273 ➤ Beaver County will be putting in a large gravel pit and enlarging the dump site.
- 274 ➤ ShopKo will be opening a store in Beaver January 2016. The CEO has shown interest in investing in
275 Beaver County and will be meeting with Economic Development.
- 276 ➤ Five County update - Mayor Davis and Chief Whitney attended CDBG training. Discussed City building
277 with Cheryl Brown, who came to Milford and met with him and Administrator Bealer. They did an on
278 site of the old City building. Mayor Davis received a call from Dianne Lamoreaux who reported that the
279 City did qualify under the blight program, we can receive funding to demolish the building. We will need
280 to have a public hearing. The only hold up would be that Beaver Housing Authority must have 50% of
281 their funding spent. CIB funding will not fund a demolition project but there is funding available for
282 rebuilding on the property. We do qualify for slum and blight and can rebuild on that property if we need
283 to. Mayor Davis will continue working with Gary Zabriskie and Dianne Lamoreaux with Five County.
- 284 ➤ Attended the Train the Trainer program in Cedar City. It was very valuable, there is lots of information on
285 grants. He is working with Makayla on setting up an Enterprise Zone, they have to be redone every five
286 years. It provides a tax incentive to businesses. He is also working with one business in town to do a
287 50/50 grant.
- 288 ➤ Television Repeater - Some residents still receive TV via antenna off of Frisco. The government is going
289 to be shutting everything down from Channel 31 on up. There is a great possibility that almost everyone
290 in Beaver County and part of Iron and Washington Counties will lose all their 24 or 25 channels. It is still
291 being worked through but the FCC is selling off 20 channel, so that will have a huge affect.
- 292 ➤ Administrator Bealer reported that she received an email showing the ten Utah counties that passed
293 Proposition 1 will receive a combined total of \$27 million for street maintenance. Not that it is going to
294 change our situation, she will send the link to the Council via email.
295

296 MEETING ADJOURNMENT

297 *As there was no further business the meeting was adjourned at 8:50 pm.*
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316

Rollins Construction & Trucking

P.O. Box 40
893 South 120 East
Milford, UT 84751
USA

Voice: 435-387-2175

Fax: 435-387-2452

INVOICE

Invoice Number: 23508

Invoice Date: Nov 16, 2015

Page: 1

Bill To:

Mel Prodzinski
PO Box
Milford, Ut 84751
USA

Ship to:

Mel Prodzinski
PO Box
Milford, UT 84751
USA

Customer ID	Customer PO	Payment Terms	
pro04		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
			12/16/15

Quantity	Item	Description	Unit Price	Amount
1.00		Pipe and footings (Inside curb to house)	600.00	600.00
1.00		Trackhoe Backhoe Casing Ram with operator and one helper(Inside curb to house)	2,000.00	2,000.00
1.00		Pipe and fittings (Inside curb to street)	600.00	600.00
1.00		Trackhoe Backhoe Casing Ram with operator and one helper(Inside curb to street)	5,000.00	5,000.00
Subtotal				8,200.00
Sales Tax				
Total Invoice Amount				8,200.00
Payment/Credit Applied				
TOTAL				8,200.00

Check/Credit Memo No:

Interest will be charged on all invoices over 30 days at 26.99% annual



RESOLUTION NO. 17-2015

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILFORD, UTAH
RENEWING THE DESIGNATION OF ENTERPRISE ZONES**

Whereas, the City Council of the City of Milford desires to designate Enterprise Zones to stimulate and encourage economic development and to assist existing qualifying businesses; and

Whereas, the City Council desires to renew the Enterprise Zone designation to promote new business activities and provide for tax credit opportunities for existing businesses located within the zone; and

Whereas, designation of an Enterprise Zone does not amend, alter, modify or change permitted or conditional uses of land within the community; and,

Whereas, Milford City is eligible to submit an application for designation as a Utah Enterprise Zone.

Now let it be therefore, be it resolved by the Milford Council of the City of Milford, Utah:

1. The Milford City Council designates the following areas as Milford City Enterprise Zones:



2. The Milford City Council herewith supports the submission of this Proposal for Enterprise Zone Application: Milford, Utah to the Governor's Office of Economic Development.

Section 1. Effective Date. This Resolution shall take effect immediately upon publication or posting.

The foregoing Resolution was passed and adopted at a regular meeting of the City Council on _____, 2015, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

Milford City

Nolan Davis, Mayor

Attest:

Monica D. Seifers, City Recorder



Utah Governor's Office of Economic Development

BUSINESS • TOURISM • FILM

WHAT IS AN ENTERPRISE ZONE?

The Utah Enterprise Zone Program was established in 1988. An enterprise zone comprises an area identified by local elected and economic development officials and designated by the state. Cities under 15,000 in population in counties under 50,000 population are eligible to apply. Under the program, certain types of businesses locating to, or expanding in a designated zone may claim tax credits provided in the law. The Enterprise Zone Act is found in Utah Code 9-2-401 through 415.

TAX CREDITS: Tax credits are available to eligible businesses in designated enterprise zones from the start of the tax year in which the designation is made. For example, if designation is made in August 2014, an eligible business may claim tax credits for the entire tax year beginning January 1, 2014.

The full amount of the tax credit may be carried over for three years. Businesses closing operations in one rural area to locate in another rural area may not claim tax credits under this program. Construction jobs are not eligible for "job creation tax credits". Retail businesses and public utilities are not eligible to claim "other tax credits".

The following tax credits may be claimed by eligible businesses locating or expanding in enterprise zones on state income tax forms:

JOB CREATION TAX CREDITS (may claim for up to thirty full time positions per tax year):

1. A \$750 tax credit for each new full time position filled for at least six months during the tax year.
2. An additional \$500 tax credit if the new position pays at least 125% of the county average monthly wage for the respective industry (determined by the

Utah Dept. of Employment Security). In the event this information is not available for the respective industry, the position must pay at least 125% of the total average monthly wage in the county.

3. An additional \$750 tax credit if the new position is in a business which adds value to agricultural commodities through manufacturing or processing.

4. An additional \$200 tax credit, for two consecutive years, for each new employee insured under an employer sponsored health insurance program if the employer pays at least 50% of the premium.

OTHER TAX CREDITS:

1. A tax credit (not to exceed \$100,000) of **50% of the value of a cash contribution to a 501(c)(3) private nonprofit corporation** engaged primarily in community and economic development, and is accredited by the Governors Rural Partnership Board.

2. A tax credit of **25% of the first \$200,000** spent on rehabilitating a building which has been vacant for at least two years, and which is located within an enterprise zone.

3. An annual investment tax credit of **10% of the first \$250,000** in investment, and **5% of the next \$1,000,000** qualifying investment in plant, equipment, or other depreciable property.

DESIGNATION

Application for designation must be made by a **city with 15,000 or less population located in a county with 50,000 or less population, or an Indian Tribe for tribal lands**. Applications will be reviewed and approved on the basis of economic development need, its quality, and other considerations based on a variety of economic distress factors.

For more information about tax credits available under this program, contact Kim Ferrell, Utah State Tax Commission, Corporate Auditing, phone: (801) 297-4634, e-mail: kferrell@utah.gov

Or contact Jake Hardman- Governor's Office of Economic Development-
Phone: 435-865-6541 email: jhardman@utah.gov

MILFORD CITY

ENTERPRISE ZONE RENEWAL APPLICATION

Submitted to
State of Utah
Governor's Office of Economic Development

December 16, 2015



Milford City
PO Box 69
405 South Main
Milford, UT 84751
(435) 387-2711 Fax (435) 387-2748

City of Milford

Enterprise Zone Renewal Application

Applicant: Milford City

Local Enterprise Zone Coordinator: Scott Albrecht
435-438-6490
smalbrecht@beaver.utah.gov

Date of Application: December 16, 2015

City Contact Information: Physical Address: 405 South Main, Milford, UT 84751
Mailing: PO Box 69, Milford, UT 84751

Makayla Bealer
435-387-2711 Ext 3.
435-387-2748 Fax
mbealer@milford.utah.gov

What is your entity's population? **Milford City-1400**

What is the population of your county? **Beaver County- 6500**

Provide clear evidence of the need for development in the county and community? **Milford City and Beaver County support and identify the need for manufacturing, agriculture, and renewable energy opportunities in the Milford area as well as tools that allow for increased commercial and industrial development to provide job growth, as well as long term stability of the community.**

Where is your proposed enterprise zone? Provide a map of those areas to be designated. (please submit map in shape file format). **Within Milford City all manufacturing, commercial and industrial zoned property is identified as enterprise zone.**

Why did you select this area for your enterprise zone? **Manufacturing, commercial and industrial zones present the greatest opportunity for job growth, business expansion, retention and business relocation in the area.**

Describe the community support for business within the proposed enterprise. **The Milford City Mayor and Council fully support the enterprise zone establishment. The effort is further supported by the community and local businesses.**

What kind of businesses will your enterprise zone target over the next five years and how does this relate to your economic development goals? **Businesses that serve to diversify the local economy, create or retain local employment, as well as expand existing manufacturing and add value to agriculture.**

What total investment in new buildings, renovations and equipment do you reasonably hope to attract to your enterprise zone during the next five years? Milford City anticipates up to \$20 million in new investment in plant and equipment in the enterprise zones over the next 5 years.

How many new jobs do you hope to create in your enterprise zone? The City hopes to create a minimum of 20 jobs per year in the enterprise zones.

What is the average wage of the targeted jobs you reasonably hope to create in your enterprise zone? A target of 100% per the average County wage.

Please briefly list any specific kinds of jobs you are trying to develop. Job targets are those that have the highest probability of success to be created or saved. Included are those that are supported by the retail sales analysis study indicating opportunities for economic growth and investment as well as long term base industrial and manufacturing positions.

Please list the names of any companies that have made commitments to locate or expand in your enterprise zone. Local businesses such as Atkore Plastics, Smithfield Foods and Mike's Tire & Oil have expressed interest in expansion and creating more jobs.

What specific steps will you take to assure the benefits of your enterprise zone extend to your local businesses? During the permitting and licensing process business developers and owners will be provided information regarding the enterprise zones. Information will also be disseminated via the BEAR program.

Please list the names of any economic development plans that will be maintained on file with the local enterprise zone coordinator as part of this application that demonstrate coordination between the enterprise zone and overall community goals. Do not list more than three documents. BEAR program goals as reviewed and approved by the Milford City Council. Milford City General Plan and Policy and Procedures as set forth by the Beaver County Economic Development.

How will you measure the success of your plan to create jobs in your enterprise zone? Success may be measured in the following methods: (1) number of businesses made aware of enterprise zone benefits; (2) number of businesses that take advantage of enterprise zone benefits; (3) number of jobs created, retained, saved within the enterprise zone(s); (4) private and public investment within the enterprise zone.

Identify the local contributions meeting the requirements of Section [63N-2-205](#).

Qualifying contributions may include but are not limited to:

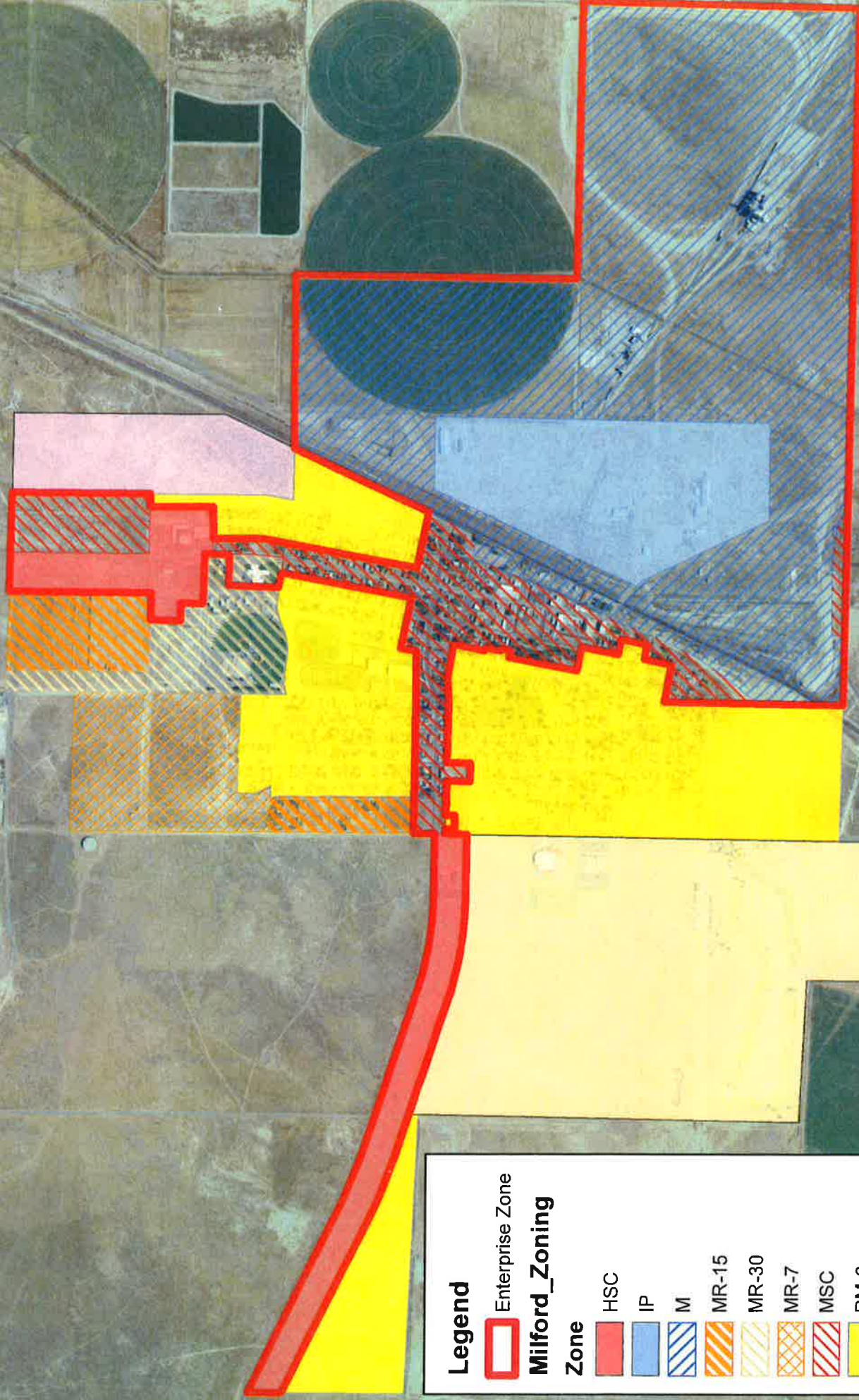
- (a) simplified procedures for obtaining permits;
 - a. Yes: per Milford City and Beaver County Planning Dept.
- (b) dedication of available government grants;
 - a. Yes: Rural Fast Track, Recycling Zone, CDBG and CIB.
- (c) dedication of training funds;
 - a. Yes: Beaver County Economic Development funds will be utilized towards BEAR program and businesses will be educated on Enterprise Zones.
- (d) waiver of business license fees;

- a. Yes: upon approval and as applicable as a job creation or investment incentive.
- (e) infrastructure improvements;
 - a. Yes: The City has improved roads as well as main lines for water and sewer.
- (f) utility rate concessions;
 - a. Yes: upon approval and as applicable as a job creation or investment incentive.
- (g) Management assistance programs.
 - a. Yes: BEAR program in area.

Attach a resolution of approval from the executive branch of government and minutes from public meeting about enterprise zones.

COPY ATTACHED.

MILFORD CITY ENTERPRISE ZONES



Legend

 Enterprise Zone

Milford_Zoning

Zone

 HSC

 IP

 M

 MR-15

 MR-30

 MR-7

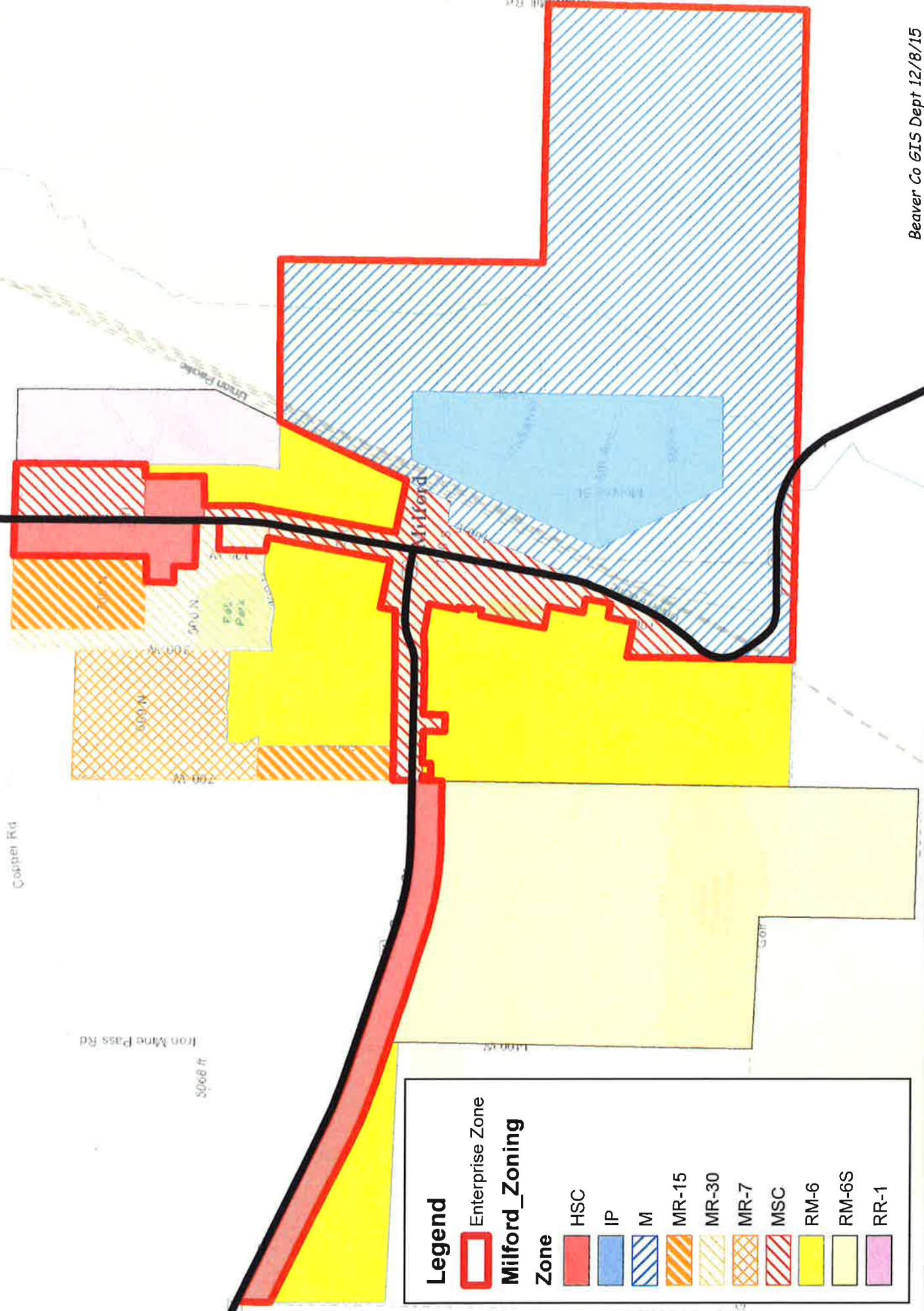
 MSC

 RM-6

 RM-6S

 RR-1

MILFORD CITY ENTERPRISE ZONES



Legend

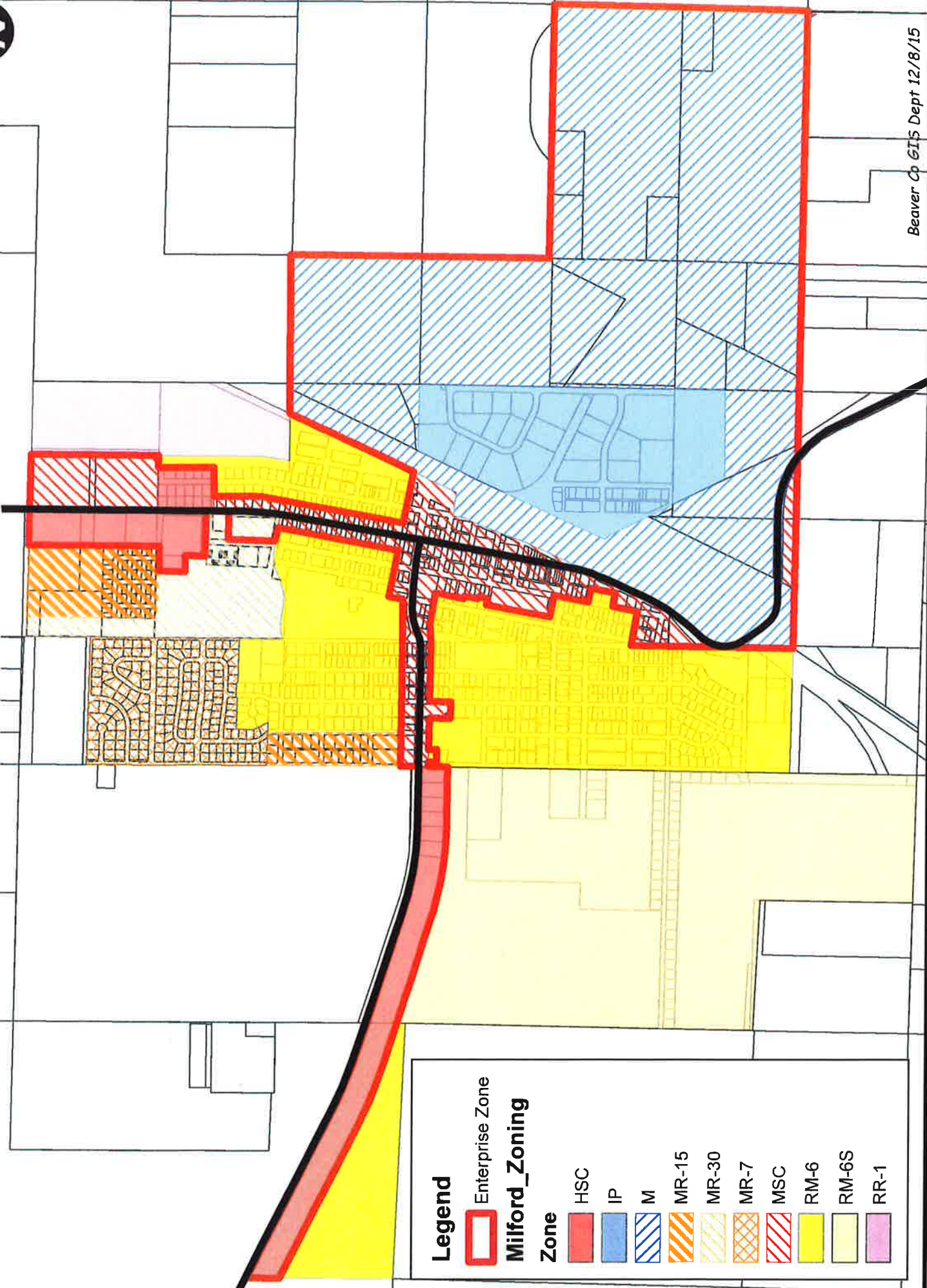
 Enterprise Zone

Milford_Zoning

Zone

	HSC
	IP
	M
	MR-15
	MR-30
	MR-7
	MSC
	RM-6
	RM-6S
	RR-1

MILFORD CITY ENTERPRISE ZONES



Enterprise Zone

Milford_Zoning

Zone	HSC	IP	M	MR-15	MR-30	MR-7	MSC	RM-6	RM-6S	RR-1